



**STATE OF NEVADA
DEPARTMENT OF BUSINESS & INDUSTRY
HOUSING DIVISION**

**Request for Application for Service Providers
Fiscal Year 2017**

WEATHERIZATION ASSISTANCE PROGRAM

Release Date: February 10, 2016

**Deadline for Submission and Time:
Wednesday March 9, 2016 – 3 PM**

For additional information, please contact:

Sue Martin, Program Manager
State of Nevada, Housing Division
1535 Hot Springs Road, #50
Carson City, NV 89706
Phone 775-687-2037
Email address: suemartin@housing.nv.gov

(TTY for Deaf and Hard of Hearing: 1-800-326-6868)

TABLE OF CONTENTS

I.	PURPOSE	3
II.	OVERVIEW AND OBJECTIVES	3
III.	OBJECTIVES	4
IV.	SCHEDULE OF KEY DATES.....	4
V.	APPLICANT REQUIREMENTS.....	4
VI.	FUNDING PERIOD	5
VII.	FUNDING.....	5-6
	A. SOURCES	
	B. ADMINISTRATIVE FEES AND REIMBURSEMENTS	
VIII.	LEGAL GUIDANCE.....	6
IX.	SERVICE AREAS.....	6-7
X.	PRIMARY SUBGRANTEE RESPONSIBILITY AND SCOPE OF WORK.....	8
XI.	CLIENT OUTREACH AND ELIGIBILITY	9
XII.	CONDUCT ENERGY ASSESSMENTS AND AUDITS	9
XIII.	REPORTING REQUIREMENTS	10
XIV.	PROCUREMENT REQUIREMENTS	10
XV.	ALLOWABLE WEATHERIZATION MEASURES.....	11
XVI.	INTEGRITY OF APPLICATION PROCESS AND AWARD DECISION.....	11
XVII.	DOCUMENTATION OF INSURANCE.....	11
XVIII.	COSTS FOR PREPARATION OF RESPONSE TO APPLICATION	11
XIX.	APPLICATION REQUIREMENTS	12
XX.	EVALUATION CRITERIA.....	12-13
XXI.	EVALUATION PROCESS.....	14
	A. EVALUATION SCORING.....	14
	PUBLIC POSTING LOCATIONS.....	15
	ATTACHMENTS	
	CHECKLIST FOR PACKAGE CONTENTS.....	16
	APPLICATION FORM.....	17-22
	ATTACHMENTS FOR APPLICATION FORM	23
	APPENDIX A.....	26-27

Request for Application for Service Providers FY 2017

I. PURPOSE

The Nevada Housing Division (NHD) is soliciting applications from qualified duly-registered Community Action Agencies or other public or non-profit entities to manage and deliver Weatherization Assistance Program (WAP) services in specific service areas on an as-needed basis under grant award. Applicants may apply for one (1) or more service areas, however, current Subgrantees in good standing, will be given preference in the service area they are currently serving. The resulting grant award will be for State Fiscal Year (SFY) 2017 which begins on July 1, 2016 and runs through June 30, 2017.

II. OVERVIEW AND OBJECTIVES

WAP reduces energy costs for low-income households by increasing the energy efficiency of their homes while ensuring their health and safety. The program prioritizes the delivery of services to the elderly, persons with disabilities and families with children ages 6 and under.

Applicants awarded grants under this Grant Application Process are called Subgrantees. Therefore, this document refers to Applicant(s) and Subgrantee(s) interchangeably.

NHD administers WAP through a network of Subgrantees who manage and deliver the program in five (5) service areas. Subgrantees conduct onsite energy audits/assessments to determine the scope of work for each project. Also, through a Request for Quotation, Subgrantees retain local Contractors with trained crews to install the various energy conservation measures in single-family homes, mobile homes and/or multi-family buildings.

Applicants must demonstrate it is:

- Capable of managing and directing weatherization services with its Contractors; and/or,
- Has the knowledge of or demonstrates experience in providing weatherization services.

III. OBJECTIVES

The objectives of this solicitation are to:

- A. Provide a procedure for notifying qualified agencies interested in submitting a grant application to provide Weatherization Services to qualified applicants.
- B. Promote increased efficiency and performance by Subgrantees in managing and delivering the WAP for SFY 2017.
- C. Ensure that materials and services comply with laws, rules, regulations, policies, procedures and standards required by funders and NHD.

IV. SCHEDULE OF KEY DATES

The following are the key dates on the procurement schedule:

Agency Activity	Dates*
Issue Request for Application	February 10, 2016
Applications due to NHD by 3 PM	March 09, 2016
Issuance of Notice of Award via Draft State Plan	March 28, 2016
Public Hearing	April 13, 2016
Execute Grant Award/Contract	June 15, 2016

*NHD reserves the right to proceed under a modified version of this schedule, if required.

V. APPLICANT REQUIREMENTS

The Applicant must be a Community Action Agency or other public or a non-profit agency. Any existing Subgrantee in good standing with the NHD during SFY 2016 may apply. Good standing is defined as having lived up to all terms and conditions of the current grant award which includes, without limitation, submitting reports timely and completing units on a consistent basis throughout the year.

A. Date, Time and Place to Submit Grant Application

Please submit two (2) copies of all requested information contained in this Application Package to **either**:

Sue Martin
Nevada Housing Division
1535 Old Hot Springs Road, Suite 50
Carson City, NV 89706

or

Mike Dang
Nevada Housing Division
7220 Bermuda Rd, Suite B
Las Vegas, NV 89119

Application Packages shall be accepted until 3:00 PM, PST, Wednesday March 9, 2016. Responses shall be accepted in person, by courier service or the US Postal Service. Faxed or emailed applications or information submitted after the deadline shall not be considered and late submittals shall not be accepted.

B. Submission of Grant Application

All information provided in agency's Application is subject to verification by NHD. Misleading, incomplete and/or inaccurate information may be grounds for disqualification at any stage in the award process.

NHD reserves the right to reject any or all submissions.

C. Inquiries

All inquiries concerning this Grant Application should be directed to Sue Martin, Weatherization Program Manager at suemartin@housing.nv.gov or (775) 687-2037.

VI. FUNDING PERIOD

The program year begins July 1, 2016 ends June 30, 2017.

VII. FUNDING

A. Sources

The WAP is funded by grants awarded to NHD from a combination of Federal funds received through formula grants from the U.S. Department of Energy (DOE); the U.S. Department of Health and Human Services the Low Income Home Energy Assistance Program (LIHEAP); State funds generated through the Universal Energy Charge's Fund for Energy Assistance and Conservation (FEAC), Home Energy Retrofit Opportunities for Seniors (HEROS) and Direct Energy Assistance Loan (DEAL) through the Governor's Office of Energy and the Low-Income Housing Trust Fund for SFY 2017, approximately **\$6,000,000** is available.

If funding levels change prior to the notice of grant award, they will be distributed proportionately based on the number of eligible households residing in each of the service areas or on an alternate formula developed by the Housing Division. The DEAL program does not have any established funding formula and therefore project distribution is based on the number of projects applied for and approved in a specific service area. There is no minimum or maximum Grant amount that is being awarded to any one Subgrantee. The Division reserves the right to authorize a Subgrantee to operate outside of its approved service area if the Division, in its sole discretion, determines that it is in the best interest of the Direct Energy Loan Assistance Program.

B. Administrative Fees and Reimbursements

Unless otherwise noted in the grant award, up to 10% of the funds awarded for each service area may be used for administrative costs associated with managing the Weatherization Assistance Program. Up to an additional 25% of funds allocated from DOE, FEAC and LIHEAP in the Program Operations budget category may be used by the Subgrantee for salary and fringe benefits of weatherization staff. Other allowable uses of funds and budget categories include; training and technical assistance activities, liability insurance, health and safety concerns, contract services and operational costs.

Limited advances will be allowed based on the review of a monthly cash flow projection, expenditures and production achieved.

VIII. LEGAL GUIDANCE

The WAP was established in 1976 by the U.S. Department of Energy under Title IV, Energy Conservation and Production Act. WAP is administered in accordance with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) 702, the US DOE 10 Code of Federal Regulations (CFR) Part 440; 2 CFR Part 200, and the US DOE State Plan; US Department of Health and Human Services 45 CFR Part 96.87 and the Low-Income Home Energy Assistance Program State Plan; and the Nevada Fund for Energy Assistance and Conservation (FEAC) State Plan. Additional legal guidance in NRS 645D requires the licensure of energy auditors by the Real Estate Division. Program administration is guided by the funders and includes the requirement for conformance to NHD standards in the Subgrantee Administrative Manual, NHD Standard Work Specification, and Weatherization Field Manual.

IX. SERVICE AREAS AND FUNDING ALLOCATIONS

The proposed service areas for SFY 2017 are as follows: (1) The City of North Las Vegas plus northern rural Clark County; (2) The Cities of Las Vegas and Henderson plus southern rural Clark County; (3) Washoe County; (4) Eastern Rural Nevada; and (5) Western Rural Nevada.

The projected funding levels and corresponding production levels listed below reflect the amount of funds anticipated to be received from the US DOE, the Nevada Public Utility Commission, and LIHEAP through Health and Human Services, and the Governor's Office of Energy. The following projections are subject to change based on actual funds received through the various funding agencies. NHD reserves the right to allocate funds in a way which maximizes program efficiency. Therefore, Subgrantees may be awarded a disproportionate amount of one funding source. Funding estimated to be awarded for each service area is based on percent of population in poverty, information provided by the State of Nevada Demographer's Website, and data from the U.S. Census Bureau except in the rural areas which contain a small population base and large coverage area. In this case these service areas may receive a minimum distribution that accounts for the increased costs associated with doing business. The decision to award additional funds will be at the Housing Division's discretion.

Funding projections below include DOE, FEAC, LIHEAP, HTF and HEROS funds only. NHD anticipates awarding DEAL funds but they are not calculated below as these funds are based on the areas in which the applicants live and are not tied to minimum percentages in a service area. Funding statewide may be adjusted downward should one or more funding source become unavailable prior to awards being made or anytime during the fiscal year. Funding in Northern Nevada is less than last year due to the Southwest Grant Award being discontinued indefinitely. If these funds become available funding in these service areas will be increased to reflect additional funding. The number of households weatherized is based on a \$6,750 average cost per unit which is up from FY16's average of \$6,000 per unit, therefore, anticipated number of units in FY 17 has decreased.

SERVICE AREAS	APPROXIMATE FUNDING	# OF HOUSEHOLDS TO BE WEATHERIZED
1. City of North Las Vegas + Northern Rural Clark County	1,000,000	111
2. Cities of Las Vegas, Henderson + Southern Rural Clark County	\$2,390,000	266
3. Washoe County	\$762,570	84
4. Eastern Rural	\$282,800	40
5. Western Rural	\$282,800	40
Total		541

X. PRIMARY SUBGRANTEE RESPONSIBILITY AND SCOPE OF WORK

Subgrantee must acknowledge on a quarterly basis the capacity to manage and direct the completion of the number of projects consistent with the **benchmarks** below from July 1, 2016 through June 30, 2017:

SERVICE AREAS	Total Number of Households to Complete SFY 2017	Number of Households to Complete Per Quarter			
		Q1	Q2	Q3	Q4
1.City of North Las Vegas + Northern Rural Clark County	111	27	28	28	28
2. Cities of Las Vegas, Henderson + Southern Rural Clark County	266	66	66	67	67
4. Washoe County	84	21	21	21	21
5. Eastern Rural	40	10	10	10	10
6. Western Rural	40	10	10	10	10
Total	541				

The primary responsibility of a Subgrantee is to provide an efficient, cost effective program in compliance with the NHD's established program policies, procedures, laws, rules and federal and state regulations.

Subgrantee's performance will be evaluated on a monthly and quarterly basis and each Subgrantee is expected to complete projects on a consistent basis. Failure to demonstrate consistent performance may result in the redistribution of funds awarded the Subgrantee or the termination of the remaining grant award amounts. In either case, the Subgrantee will be provided appropriate notice of NHD's reasons for redistribution or termination and the Subgrantee will also have an adequate opportunity to respond.

Subgrantees will conduct and document outreach activities promoting WAP services to potential Clients. During marketing and promotion, all Subgrantees shall include and provide proper recognition of the funding awarded by the NHD in all forms of media/advertising (news articles, television and radio interviews, etc.), promotional and marketing collateral materials, brochures, signage, etc. Subgrantees shall submit information to NHD's Program Manager for approval prior to the release of any media/advertising or press releases.

Types of activities Subgrantees are expected to perform:

- Effectively manage and direct financial and human resources to complete projects.
- Provide competent technical field staff.
- Conduct and document Client outreach.
- Determine Client eligibility.
- Prioritize Client assistance consistent with the NHD Eligibility Determination Worksheet.
- Conduct energy assessments and audits.
- Develop the Scope of Work, oversee the Contractor's installation of weatherization measures, and complete 100% final inspection and re-inspection when required.
- Perform required testing and troubleshooting to identify and estimate needed weatherization-related repairs.
- Process invoices and issue payments to Contractors.
- Submit monthly Financial Status Reports (FSR) for reimbursement from NHD.
- Enter client information into the NHD database and export data to NHD on a timely monthly basis.
- Assist NHD in the submittal of any data requests.
- Conduct an annual competitive bid process in the form of a Request for Quotation (RFQ) in the basic format developed by NHD to solicit contractors for the upcoming fiscal year.
- Ensure Subgrantee and Contractor staff maintains required licenses and training.

XI. CLIENT OUTREACH AND ELIGIBILITY

Subgrantees will conduct outreach to ensure a sufficient number of applicants from eligible households for each funding source. In addition, Subgrantees will review and approve applications from Clients for the services to determine eligible households whose annual gross income is at or below 200% of poverty for DOE and HEROS and 150% for FEAC and LIHEAP funds. Priority assistance is to be given to households which are occupied by individuals who are elderly (60 years of age and older), disabled or have children age six (6) and below or are high energy users.

Owners of rental units may be required to contribute one-half (50%) of the cost for capital improvements related to a project.

XII. CONDUCT ENERGY ASSESSMENTS AND AUDITS

The Subgrantee shall conduct an energy audit/assessment and develop a corresponding scope of work for each household receiving weatherization services. Subgrantees SHALL NOT defer the energy assessment, the development of the scope of work or Subgrantee required testing to the Contractor(s) that perform the work. Subgrantees that do not have the staff capacity may contract with an independent third-party licensed energy auditor on a temporary basis, subject to NHD approval, to complete the energy audit/assessment. However, Subgrantees must develop the

scope of work and perform the required testing. These responsibilities may not be contracted out.

Subgrantees unable to meet this minimum qualification will be deemed disqualified.

XIII. REPORTING REQUIREMENTS

Subgrantees are responsible for maintaining a database, developed by the NHD, which includes household information for each Client receiving weatherization assistance. The financial reporting includes a submission of a monthly Financial Status Report Request for Funds plus an annual financial and/or compliance audit report.

The NHD reserves the right to conduct a monthly review of the Subgrantee's financial statements. Failure to provide accurate and timely monthly reports may result in delay in processing requests for reimbursement of program expenditures and/or termination of the grant award.

XIV. PROCUREMENT REQUIREMENTS

Prior to the release of grant funding, Subgrantees receiving funding for SFY 2017 must publicly solicit weatherization Contractors through a competitive bid process/RFQ in the format developed by NHD (attached). Subgrantees will be required to provide Contractor cost information to NHD no later than 5 PM on May 30, 2016. In FY 2014 NHD developed a process for the RFQ with multi-year (5) extensions without going out to bid annually, however, an annual contracted cost analysis by the Subgrantee is required and the execution of an annual extension of that contract.

XV. ALLOWABLE WEATHERIZATION MEASURES

All energy conservation measures will be required to comply with DOE's definition of cost effectiveness. The costs of the measures or installed cost includes labor costs of contractors and any subcontractors plus materials. Measures may vary by funding source. Measures installed through the NHD's WAP may include:

- Ceiling, floor, duct and wall insulation
- Duct leakage sealing (return and supply systems)
- Shell infiltration sealing (replace broken windows, replace exterior doors and windows)
- Insulation of water heater and water heater pipes and attic ventilation
- Solar screens (southern Nevada only)
- Heating and cooling system repairs/replacements
- Health and safety measures (testing of combustion appliances, compliance with indoor air quality standards and installation of carbon monoxide detectors)
- Refrigerator replacement
- Compact fluorescent light bulbs or LED bulbs.
- Minor home repairs

XVI. INTEGRITY OF APPLICATION PROCESS AND AWARD DECISION

NHD reserves the right to allocate funds and to initiate program design ***in the interest of the public and the State***. NHD's decisions regarding program design (i.e., funding allocations in service areas) are intended to ensure full compliance with funder requirements and to promote long-term program efficacy.

XVII. DOCUMENTATION OF INSURANCE

After the issuance of the Notice of Award and prior to the implementation date of the Agreement, the Subgrantee shall provide NHD with proof of Insurance.

XVIII. COSTS FOR PREPARATION OF RESPONSE TO APPLICATION

No payments shall be made to cover costs incurred by or the associated costs of any Subgrantee in the preparation or submission of this Request for Application from funds awarded/granted.

XIX. APPLICATION REQUIREMENTS

1. Applicant must be able to present proof as a duly-registered Community Action Agency or other public or non-profit agency.

Applicants are to ensure any proposed Contractors and/or Subcontractors participating in the Weatherization Program are licensed in the state of Nevada and do not appear on the debarred contractors list for federal projects (see website <https://www.sam.gov/portal/public/SAM>). Applicants must provide documentation (printout) stating their agency does not appear on the debarred list.

2. Applicant must provide their agency's DUNS number with their application.
3. Applicant must notify NHD (include in proposal) of any pending or unresolved litigation.
4. Applicant must state the service area(s) for which they are applying.
5. Applicant must have an operational office within the service area/county for which they are applying. For Applicants applying for a rural Nevada service area, this requirement may be waived upon application if it is in the best interest of the Program. However, preference will be given to an agency with an operational office in at least one of the rural counties where they are seeking to provide service.
6. NHD reserves the right to award additional funding and service area(s) to another applicant or applicants if it is in the best interest of the program or due to unforeseen circumstances without releasing an additional solicitation.

XX. EVALUATION CRITERIA

1. **Experience:** Please list agency knowledge or experience in administering a government or public utility funded residential energy conservation program/weatherization assistance program, a housing rehabilitation program or a program designated to assist low-income families.

Please include the project periods, source and amount of funding, service areas, description/type of work provided, and the number of units impacted by the project.

For SFY 2017, if Applicant is a current Subgrantee, please provide a current year to date production and expenditure schedule by month which includes dollars spent, number of units weatherized, type of unit weatherized (single family, mobile home, multi-family) and projections through June 30, 2016.

2. **Outreach:** Please list any successful outreach efforts your agency performed or is currently performing specifically designed to assist low-income households. Describe your outreach strategy for completing the work within the grant period. (Client education efforts, if any, should be included.)
3. **Staffing:** Please list the staff, salaries and number of staff positions which will be paid (in whole or in part) with weatherization funds received from NHD necessary to perform the duties described in the Primary Subgrantee Responsibilities section.
4. **Training, BPI and/or RESNET Certification:** Please list any staff members experienced in participating in a residential energy conservation program with respect to: training, auditing, installation or inspection of work performed in the field.

Any staff members completing the assessment or doing the final inspection on the residence must be BPI or RESNET certified. Please list staff members who are BPI or RESNET Certified and a copy of the certification. Also, licensing or certification is required through the Real Estate Division for energy auditors performing assessments on Weatherization Projects for non-profit agencies (local governments and quasi-governmental agencies must receive an exemption from the Real Estate Division or otherwise must comply with this requirement). Please include all Real Estate Division certifications for Energy Auditors in your agency or include a copy of the exemption letter provided to your agency by the Real Estate Division.

Any staff performing final or in process inspections on DOE funded work must be performed by a certified BPI Quality Control Inspector (QCI). Please include a copy of the QCI certification.

5. **Monthly Production and Expenditure Timeline:** Applicants must provide proposed production and expenditure schedule for the period from July 1, 2016 through June 30, 2017.
6. **Preference:** A preference will be given to a Community Action Agency or other public or non-profit agency which has or is currently administering an effective program in the service area applied for.

XXI. EVALUATION PROCESS

All Requests for Application will be reviewed by NHD based on the criteria outlined in this document and a recommendation to award will be submitted to the NHD Administrator who retains the final authority to fund any agency via grant award(s).

XXII. EVALUATION SCORING

All responses will be evaluated and scored based on the following criteria:

Experience	Up to 25 Points
Outreach	Up to 10 Points
Staffing	Up to 25 Points
Training	Up to 10 Points
Production & Expenditure Timeline	Up to 20 Points
Currently administering an effective program	Up to 10 Points
TOTAL	100 Points

PUBLIC POSTING LOCATIONS:

**REQUEST FOR APPLICATION FOR WEATHERIZATION SERVICE PROVIDERS IS
POSTED AT THE FOLLOWING LOCATIONS**

Public Places:

Nevada Housing Division
1535 Hot Springs Road, #50
Carson City, Nevada 89706

Nevada State Library
100 Stewart Street
Carson City, Nevada 89701

Nevada Housing Division
7220 Bermuda Rd, Suite B
Las Vegas, Nevada 89119

Business & Industry
555 E. Washington Ave, Suite 4900
Las Vegas, Nevada 89101

Business and Industry
1830 College Pkwy, Suite 100
Carson City, Nevada 89706

This Request for Application is also posted on the Nevada Housing Division's website at <http://housing.nv.gov> and at Nevada's Public Notice website at <https://notice.nv.gov>

CHECKLIST FOR PACKAGE CONTENTS

Provided to assist Applicants in ensuring all required documentation is submitted.

- Place this checklist as your cover page to your Request for Application.
- Complete, Sign and Submit Application Form
- Attachments to be submitted with Application
 - A - Proof of CAA, public or non-profit entity status
 - B - Resumes of Program Manager/Primary Contact and key staff.
 - C - Licenses, Permits and Certificates
- Sign and Submit Debarment Statement

REQUEST FOR APPLICATION

APPLICATION FORM

Date:

Applicant's Primary Contact:

Name

Title

Address:

City

State

Zip Code

Phone: Area Code _____

Mobile: Area Code _____

Fax: Area Code _____

DUNS NUMBER _____

Agency has pending or unresolved litigation YES _____ No _____

If pending our unresolved litigation please explain below:

Service Area (s) agency is applying for: _____

Name

Title

Signature

Date

EXPERIENCE: Limit response to three (3) pages, single spaced with 1 inch margins.

Please list agency experience in administering a government or public utility funded residential energy conservation program/weatherization assistance program, housing rehabilitation program or a program designated to assist low-income families.

Please explain the type of weatherization or energy-related home improvements in which the Respondent:

() has knowledge () has direct experience performing () has training to perform

- 1) Attic, wall, floor or duct insulation
- 2) Windows and Doors (Repair and Replace)
- 3) Solar Screens (southern Nevada)
- 4) Heating and Air Conditioning Repairs and Replacements
- 5) Water Heaters
- 6) Mitigating Air Infiltration
- 7) Reducing Electric Base Load Consumption
- 8) Other ____ Explain.

How long has the Applicant/Agency performed residential energy conservation services?

____ Years ____ Months

What is Applicant's experience in serving low-income?

Why is the Applicant best suited to provide services in the service area(s)?

SFY 2016 AGENCY CURRENT YEAR TO DATE PRODUCTION AND EXPENDITURES

Please provide your agency's current Fiscal Year's Production and Expenditures with projections for the months not yet reported to NHD.

Service Area: _____

Month	Number of Completed Projects	Expenditures
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		
January 2016		
February 2016		
March 2016 -proposed		
April 2016 - proposed		
May 2016 - proposed		
June 2016 - proposed		
Total		

OUTREACH AND CLIENT EDUCATION Limit response to 3 pages, single spaced with 1 inch margins.

Describe any successful outreach and education efforts your agency performed or is currently performing.

Describe your strategy in reaching hard-to-reach Clients; such as, those located in rural counties or rural areas of the county.

STAFFING – Please include proposed staff your agency will utilize for the WAP

Applicant's Proposed Staff Full Name	Title/Function	Salary	% of Time

TRAINING

Please list any staff members experienced in participating in a residential energy conservation program with respect to training, auditing, installation or inspection of work performed in the field.

Respondent's Proposed Staff Full Name	Job Title	License or Certification	Course Title (Training, Auditing, Installation, Inspection)	Date of Course	Company Sponsoring Training

SFY 2017 PROPOSED MONTHLY PRODUCTION AND EXPENDITURE TIMELINE

Please provide your agency's proposed production and expenditure schedule for the period of July 1, 2016 through June 30, 2017.

Service Area (s): _____

Month	Projected Number of Completed Projects	Projected Expenditures
July 2016		
August 2016		
September 2016		
October 2016		
November 2016		
December 2016		
January 2017		
February 2017		
March 2017		
April 2017		
May 2017		
June 2017		
Total		

ATTACHMENTS COVER SHEET

PLACE ATTACHMENTS BEHIND THIS COVER SHEET

- Attachment A Attach proof of CAA, public or non-profit entity status
- Attachment B Attach resumes of Program Manager/Primary Contact and key staff.
- Attachment C Attach Licenses, Permits and Certificates detailed below:
- Energy Auditor License (**1 employee minimum**. Attach all licenses for your agency.)
 - Nevada Secretary of State, County or City Government (CAA, public entity, non-profit)
 - BPI Building Analyst Professional or RESNET HERS Rater Certificate (1 employee minimum. Attach all licenses for your agency.)
 - BPI Quality Control Inspector Certificate (1 employee minimum per agency. Attach all licenses for your agency)
 - Printed copy of status on debarred list. (Executive Order 12549 – Debarment and Suspension.)

Name

Title

Signature

Date

DEBARMENT STATEMENT

Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(Before Signing Certification, Read Attached Instruction)

- 1. The prospective agency certifies to the best of its knowledge and belief, that it and its principals:**
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;**
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;**
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offense enumerated in paragraph (1)(b) of this certification; and**
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.**

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

_____	_____
Name	Title
_____	_____
Signature	

SFY 2017 SERVICE AREAS

SERVICE AREA 1 – NORTH LAS VEGAS AND RURAL CLARK	
BUNKERVILLE	
GLENDALE	
INDIAN SPRINGS	
LOGANDALE	
MESQUITE	
NORTH LAS VEGAS (CITY)	
OVERTON	
SUNRISE MANOR	
MOAPA	
MOAPA VALLEY	
MT. CHARLESTON	
NORTH OF CHARLESTON (CITIES OR NEIGHBORHOODS NOT NAMED ABOVE)	

SERVICE AREA 2 – LAS VEGAS, HENDERSON AND RURAL CLARK	
ARDEN	
BLUE DIAMOND	
CAL-NEV-ARI	
ENTERPRISE	
GOODSPRINGS	
JEAN	
LAS VEGAS (CITY)	
LAUGHLIN	
NELSON	
PRIMM	
SANDY VALLEY	
SLOAN	
SUMMERLIN	
SPRING VALLEY	
SEARCHLIGHT	
WHITNEY	
WINCHESTER	
BOULDER CITY	
PARADISE	
SOUTH OF CHARLESTON (CITIES OR NEIGHBORHOODS NOT NAMED ABOVE)	

SERVICE AREA 4 – WASHOE COUNTY
WASHOE COUNTY INCLUDING RENO, SPARKS AND RURAL WASHOE COUNTY

SERVICE AREA 5 – EASTERN RURAL NEVADA
ELKO
EUREKA
ESMERALDA
HUMBOLDT
LANDER
LINCOLN
MINERAL
NYE
PERSHING
WHITE PINE

SERVICE AREA 6 – WESTERN RURAL NEVADA
CARSON CITY
CHURCHILL
DOUGLAS
LYON
STOREY

End of the Application for Service Providers